



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Curtis L. Coonrod, Treasurer
Dan Burton For Congress Committee
P.O. Box 50593
Indianapolis, IN 46250

AUG 18 1998

Identification Number: C00242862

Reference: July Quarterly Report (4/16/98-6/30/98)

Dear Mr. Coonrod:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Commission Regulations define the term "purpose" to mean a brief statement or description of why a disbursement was made. Examples are "dinner expense", "media", "salary", "polling", "travel", "party fees", "phone banks", "travel expenses", "travel expense reimbursement" and "catering costs". Unacceptable descriptions include but are not limited to "advance", "election day expense", "expenses", "other expenses", "expense reimbursement", "miscellaneous", "outside services", "get-out-the-vote" and "voter registration". (11 CFR §104.3(b)(4)) Please amend Schedule B of your report to correct the descriptions which do not meet the requirements of the Regulations.

-Contributions from individuals and persons other than political committees must be itemized if the aggregate total from the contributor exceeds \$200 in a calendar year. (2 U.S.C. §434(b)(3)) Should a committee wish to disclose contributions that do not require itemization, it must do so on a separate Schedule A and report the total amount of unitemized contributions on Line 11(a)(ii) of the Detailed Summary Page. (11 CFR §104.3(a)(4)(i))

-Schedule A of your report indicates that your committee may have failed to file one or more of the required 48 hour notices regarding "last minute"